

## MARSH GIBBON PARISH COUNCIL

### MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 13 MAY 2025 AT 8PM IN MARSH GIBBON VILLAGE HALL

**PRESENT:** Cllrs A Lambourne (Chair), J Smith (JS), N Lyon (NL), and T Reveler (TR),  
Carole Jackman (Clerk)

Meeting commenced at 8pm.

**1 Declarations of Acceptance of Office**

The Parish Council election of 1 May 2025 was uncontested and the following were returned unopposed: Adrian Lambourne, June Smith, Nick Lyon, Tom Reveler, Richard Daniell and Les Cross. Those present signed the Councillors Declarations of Acceptance of Office prior to the start of the meeting.

**2 Apologies**

Apologies were received from Cllr Les Cross.

**3 Election of Chairman**

The Clerk asked for nominations for Chairman for the coming year. Cllr NL nominated Cllr Lambourne which was seconded by Cllr JS. Cllr Lambourne was unanimously elected. Cllr Lambourne signed the Chair's Declaration of Acceptance and took the Chair for the rest of the meeting.

**4 Election of Vice-Chairman**

Chair nominated Cllr Lyon which was seconded by Cllr JS. Cllr Lyon was unanimously elected and signed the Vice-Chair Declaration of Acceptation of Office.

**5 Declarations of Interest**

None.

**6 Public Participation**

None.

**7 Minutes of Meeting held on 8 April 2025**

The minutes of the meeting held on 8 April 2025 were agreed by those present and signed by the Chairman.

**8 To review and adopt Standing Orders and Financial Regulations**

The Standing Orders and Finance Regulations had been circulated and were agreed.

**9 To review and adopt all other council policies, procedures and practices**

Council policies had been circulated and were agreed along with procedures and practices in place.

**10 To review the arrangements for insurance cover in respect of all insurable risks**

The insurance cover with Zurich Municipal was confirmed.

**11 To review and confirm committee membership**

The following councillors were unanimously elected to:

Finance Committee: All Councillors

Village Hall: Cllr Reveler

Community Board: Cllr Lyon

North Bucks Parishes Planning Consortium: Cllr Lyon

**12 To confirm Banking and signatories**

Chair and Cllr JS were confirmed as the signatories of Barclays Bank Account.

It was noted that it is in hand for the remaining councillors to become signatories. Following that, electronic banking will be set up.

**13 Confirmation of Clerk as Responsible Financial Officer**

It was unanimously agreed that Clerk should continue to be the Responsible Financial Officer.

**14 Planning**

**All applications can be seen on the Buckinghamshire Planning Portal:**

<https://publicaccess.aylesburyvaledc.gov.uk/online-applications>

- 14.1 **25/00671/AOP** | Outline planning application (with all matters reserved except for means of access from Station Road and Little Marsh Road) for residential development of up to 90 dwellings, new community orchard and/or allotments, public open space, sustainable drainage system and associated infrastructure | Land North Of Little Marsh Road Marsh Gibbon Buckinghamshire

It was noted that:

- 330 objections have been sent to Bucks Council.

- Thames Water supply of fresh water and disposal of sewage are major problems.
- Councillors wish to speak at the Committee Hearing.

**Action: Clerk to enquire about the process for speaking at Committee.**

**14.2 Land and Partners**

Following a consultation, their plans have been changed slightly.

**14.3 Deanfield Homes**

The Parish Council has not heard from Deanfield Homes but understand they may go to planning in August.

**15 Finance Report**

15.1 Clerk presented the Financial Report for May 2025. Payments totalling £6,317.51 were approved, as detailed in appendix 1.

**15.2 Annual Governance and Accountability Return (AGAR) 2024-25**

This will be signed off at the June meeting after the internal audit.

**16 Village Hall**

It was noted that the AGM will be held on 28 May.

**17 Children's play areas and recreation ground**

**17.1 Maintenance**

17.1.1 The RoSPA safety inspection will be held in July.

17.1.2 It was noted that a hedge may need to be planted near the new skateboard area to stifle the noise.

**17.2 All Weather Pitch**

Cllr NL reported that he would start looking into funding for the upgrade/replacement of the all-weather pitch.

**18 Roads and Pathways**

18.1 Cllrs have noted that lorries are coming through the village and causing damage, especially to Clements Lane and Heet Road.

**Action: Clerk to report to Bucks Council to try to get this stopped and the roads repaired.**

It was noted that Oxfordshire Council have made improvements to Blackthorn Road.

**18.2 Overhanging Hedge**

A report had been received that branches are obscuring the priority road sign at the traffic calming at the entrance to Bury Close.

**Action: Cllr TR to look into the ownership and possibly cut back the branches.**

**19 Street Lighting**

**19.1 Maintenance**

Clerk reported that she has asked E.on, the parish council's lighting maintenance contractor, for costs to upgrade the street lighting to LED and also is looking into obtaining a government loan to cover the costs.

**20 Cemetery Matters**

**20.1 General Maintenance**

There were no maintenance issues reported.

**20.2 Burials, Interments, Advance booking requests and Memorial applications**

**20.2.1 Burials**

A burial had taken place in Section D, Row 1, Plot No 6.

**20.2.2 Advance reservations**

Two advanced reservations had been made for Section D, Row 3, Plots 6 and 7.

**Action: Clerk to ask the grave digger to insert a stone on the reserved plots.**

**21 Community Board**

No updates were available.

**22 Jubilee Plantation**

No updates were available.

**23 Speedwatch**

Cllr RT noted that he now has enough qualified volunteers to start carrying out speedwatch sessions.

**24 Date of Next Meeting**

The next meeting will be held at 8pm on Tuesday 10 June 2025 in the committee room of Marsh Gibbon Village Hall.

Meeting closed at 9.10pm.

## MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report  
13 May 25

## COMMUNITY ACCOUNT

Bank Statement Balance at 29 March 2025	£38,059.57
- Total Out:	-£2,757.54
- Total In:	
1st precept payment	£14,699.50
	£14,699.50

**Balance of Community Account at 29 April 2025** **£50,001.53**

Cheque No	Payee	Amount		
		IN	OUT	
<b>Payments for approval at May meeting</b>				
DD6	Hugo Fox	Inv 14492: Website Silver subscription	£23.99	LGA 1972 s. 142
103535	David Rollins	Inv SK8-2025-002: Skate board sessions March, April, May	£416.65	LGA 1972 s.145
103536	BMKALC	Inv 5992: BMKALC and NALC Subscriptions 2025-26	£181.06	LGA 1972 s.143
103537	Technical Surfaces Ltd	Inv 93276: Match Fit Plus May 2025	£450.00	LGA (Misc provisions) 76, s19
103538	Marsh Gibbon Village Hall	Inv 211870: VH hire April 2025	£18.00	LGA 1972 s133
103539	Zurich	Inv 544143320: Insurance renewal 1 June 25 to 31 May 26	£2,303.92	LGA 1972 s. 111
103540	Bucks Council	Inv 2209027264: Trade waste April plus Duty of Care payment	£104.90	Litter Act 1983 ss 5
103541	RTM	Inv 0059: Grass Cutting	£1,623.60	HA 1980 s. 96
103542	C Jackman	Clerk Salary April 2025	£524.07	LGA 1972 s. 112(2)
Faster Payment 2	HMRC	Clerk PAYE/ Employer NI April 2025	£151.76	LGA 1972 s. 112(2)
DD7	Hugo Fox	Inv 14333: email/domain	£20.99	LGA 1972 s. 142
DD8	Everflow	Inv 4286693: Recreation Ground water 8 June to 7 July	£22.36	LGA 1972 s. 142
DD9	Tomato Energy	Inv 7738385302: street lighting 1 Apr - 30 Apr Mpan 713	£476.21	PCA 1957s.3;HA 1980s.301
			£0.00	£6,317.51
<b>Outstanding Cheques</b>				
	102515	MGVH	£18.00	
	103512	RT Machinery	£26,040.00	
	103527	NBPPC	£20.00	
	103534	RBLI	£1,800.00	
	Faster payment	HMRC	£151.76	
			£28,029.76	£28,029.76
<b>Outstanding income</b>				
		MGS&C	£11,700.00	£11,700.00
		<b>Anticipated balance</b>		<b>£27,354.26</b>

<b>EARMARKED RESERVE ACCOUNT</b>	01-Apr-25	£12,512.55
	Total In	£0.00
	Total Out	£0.00
<b>Balance of Earmarked Reserve at 8 April 2025 2025</b>		<b>£12,512.55</b>

Bank Reconciliation 8 April 2025  
COMMUNITY ACCOUNT

CASH BOOK	Notes
Balance at 1 April 2025	£38,059.57
Total payments to 13 May 2025	-£37,104.81
Add total receipts to 13 May 2025	£26,399.50
Less outstanding cheque from 2024-25	
<b>Cash book balance at 13 May 2025</b>	<b>£27,354.26</b>

EARMARKED RESERVE ACCOUNT	
Balance of Earmarked Reserve A/C as at 1 April 2025	£12,512.55
Less total payments to 13 May 2025	£0.00
Add Total Receipts to 13 May 2025	£0.00
<b>Balance at 13 May 2025</b>	<b>£12,512.55</b>

NB: the balance in the Earmarked Reserve Account is made up of:	
Replacement / Refurbishment of the synthetic carpet at the 5-a-side	£21,874.00
Maintenance of play equipment	£0.00
Ware Pond cleaning	£2,080.00
Repairs and New Street Lamps	£1,696.00
Election Expenses	£775.00
Fencing Repairs at 5-a-side	£0.00
Defibrillator	£50.00
Cemetery road repairs	£5,211.00
Interest	£826.55
Transfer to CA to cover playground equipment (to be reimbursed by S106)	-£20,000.00
	£12,512.55

<b>TOTALS at 13 May 2025</b>	Community Account	£27,354.26
	Earmarked Reserve Account	£12,512.55
		<b>£39,866.81</b>